1. Agenda & Minutes

Adopted. One point left on the to-do-list is the message to the Commission that they can be considered observers. The Chair will take care of this.

2. Open Session - update from host

MU informed about the state of play regarding the organisation of the conference.
- Website should be ready in 3 months, then also registration will be possible. MU advises to book travel and hotel as early as possible once the website is available. The Chair advises to try and have the registration and booking options open sooner. FTC flags that usually also the information for new applicants is available on the new website quite early on. If the website is up and running rather late, this may limit the period for applications.
- Translation EN/FR will be main languages, for ES/FR: language groups have been contacted, but no response yet.
- Microsoft and Symantec have expressed interest to sponsor open session, not confirmed yet. Need to have more sponsors, otherwise speakers fees or travel costs cannot be covered. Budget needed is around 8-10 million rupees.
- Venue still needs to be secured in terms of money.

3. Open Session - input speakers

MU refers to the submitted program. Suggestions for speakers are welcome. MU has contacted APEC and UN, but has not heard back so far.

NZ - we need more speakers from the Oceania, Pacific region. Suggestions will be sent to MU in the coming days.

PL - will suggest more speakers from countries from eastern Europe, but is happy with the suggestions made. Also offers assistance to contact speakers based on Warsaw contacts.

FTC - echoes NZ comments. Adds that it would also be good to get some more people from APEC to talk on their privacy projects. Will make recommendations as well, and will contact relevant APEC people during the meeting in China.

NL - agrees with the need to get more people from other regions than US and Europe. Also suggests to invite more privacy people outside of business community.

Deadline for sending in suggestions to MU: 7 February, preferably cc to all.
As to the title of the Open Session of the Conference: FTC has reservations, but will address these bilaterally if necessary.

4. Results evaluation

NZ has assisted with the evaluation. The mechanism worked and the results are relatively positive. The Chair concludes from the evaluation that we are on the right track, set aside some criticism on smaller issues. It would be useful to continue the survey after the next closed sessions, so that results can be compared.

5. Closed Session 2014 - topic outline + possible speakers

PL agrees with the topic, and waits for suggestions for speakers. Stresses that speakers for the Closed Session are usually paid by the Host as well.

FTC is very happy with the topic and has some thoughts on how to organise the session and what speakers to ask. One thought is whether we might not want to look at some ‘verticals’ in this area, like data security and the challenge of converting dumb devices to smart devices (cars, smart grids, smart homes, medical devices). Privacy and data security.

NZ thinks it is a good choice of topic. We could pay a bit more attention to household devices. Has become aware to the concern of the vertical integration of the big internet companies and the control they have over people’s lives (like Google, also buying other industrial products [like Nest]). Vertical integration may be a specific topic for 2015.

MU wants to know what the exact title of the closed session would be? We should be as specific as possible and make the link to privacy.

NL confirms we need to narrow the topic down for the closed session, in order to get some results. By inviting the right speakers this can be achieved.

PL and FTC are requested to suggest the 2-3 speakers they think would be most suitable.

6. Strategic Working Group

Nothing much to report for the moment. Blair Stewart will report at a later stage.

7. Representation of the International Conference

Three things to note: we received an extensive handover from AUS, a report from FR on the OECD WIPSP meeting. FR has been asked to take over ISO representation.

8. Next meeting / conference call

Chair suggests to have a face-to-face meeting in Manchester. PL, NL and FTC will be there, the others may possibly call in. NZ doesn’t know if they can attend. If the meeting doesn’t work out, we may schedule a phone conference in the following week.

NZ suggests that a meeting first thing in the morning UK time could work for them.

9. Any other business

Marie Shroff says goodbye.
To Do list

- the Chair will inform the COM of the decision of proposing to grant the COM observer status. (NL)
- NZ will provide more information on the Strategic Working Group. (NZ)
- All members to send MU suggestions regarding speakers for the Open Session, before 7 Feb (all)
- PL and FTC to send the Chair suggestions for speakers for the Closed Session, before the end of Feb (PL and FTC)
- The Chair will organise the next meeting (with call-in facilities for those who will not be able to attend) on 2 April in the remit of the IEWG’s meeting in Manchester. (NL)